



**Survey Committee
December 9, 2010**

Present: Susan Chandler, Karen Olson, Bob Burleigh, Michelle Botana, Brad Lund

Absent:, Patrick Lukacs, Jackie Willett, Janet Boos

Agenda:

- 1. Billing Fee Survey- still need detailed results in hard copy**
The Committee has approved the final draft. It has been sent to the graphic designer and will be sent to the printer shortly after. We are hopeful to have it out by the end of the year.
- 2. Outsourcing Survey- close date November 30th**
Michelle will send out the results to the committee early next week.
- 3. Coding Survey- release date Nov 30th**
Changes have been made to the original survey, Michelle will send out the link once more to the committee for final approval. The survey will be released to the membership on December 15th.
- 4. A/R Survey- need cover letter date, release in December**
Bob has finished the cover letter, the survey will be released to the membership on December 13th and the close date will be January 21st. At that time the committee may decide to keep it open longer depending on the results.
- 5. Education survey-out to members**
Reminder will be sent today and it will close before Christmas. Results will be sent to the committee and then sent onto the Education Committee.
- 6. Publications Survey-to members in January 2011**
Susan will send Michelle the updates to the Publications Survey. Michelle will send the link out to the committee and the survey will be scheduled to release in mid-January.
- 7. Archive page for all surveys to be accessed**
- 8. Update to grid**
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